



DATE: April 19, 2022

TO: Mayor and City Council

FROM: Director of Public Works

SUBJECT: Adopt a Resolution Authorizing the City Manager to Execute a Professional Services Agreement with Kittelson & Associates, Inc., for Transportation Planning Services for Development of the City of Hayward's Local Road Safety Plan, Project 05738, in an Amount Not-To-Exceed \$90,000

RECOMMENDATION

That the Council adopts a resolution (Attachment II) authorizing the City Manager to execute a professional services agreement (PSA) with Kittelson & Associates, Inc., (Kittelson) for transportation planning services for development of the City of Hayward's Local Road Safety Plan (LRSP), Project 05738, in an amount not-to-exceed \$90,000.

SUMMARY

Staff applied for and was awarded a grant to fund the development of a Citywide LRSP. The grant awarded by State of California, Department of Transportation (Caltrans) will fund up to 90% of the project costs. The City will match 10% of the funds utilizing the Transportation Improvement Fund (Fund 460) in the amount of \$10,000.

Through the LRSP, the City will align with the strategic vision of Caltrans to provide a safe transportation system for all users. The City's LRSP will utilize a data-driven approach for achieving safer streets. It will identify stakeholders, use safety data to identify safety issues, choose proven solutions, identify the implementation process, and support future safety investments. Starting in April 2022, local agencies will be required to have a LRSP to receive Highway Safety Improvement Program (HSIP) funding.

Staff is committed to improving transportation safety and to reduce the risk of fatality and injury from accidents throughout the City. As such, after consultation with the City's Grant Committee, staff applied to the 2021 LRSP Grant Program administered through Caltrans' Division of Local Assistance. This project serves as a critical step in the effort to provide safer streets for our community and secure future funding from Caltrans.

BACKGROUND

Federal regulations require each State have a Strategic Highway Safety Plan (SHSP). An SHSP is a statewide data-driven traffic safety plan that coordinates the efforts of a wide range of organizations to reduce traffic accident fatalities and serious injuries on all public roads. While the SHSP is used as a statewide approach for improving roadway safety, a LRSP can be a means for providing local and rural road owners with an opportunity to address unique safety needs in their jurisdictions while contributing to the success of the SHSP.

The process of preparing a LRSP creates a framework to systematically identify and analyze safety problems and recommend safety improvements. Preparing a LRSP facilitates the development of local agency partnerships and collaboration, resulting in a prioritized list of improvements and actions that can demonstrate a defined need and contribute to the statewide plan. Starting in April 2022, local agencies will be required to have a LRSP to receive HSIP funding.

After consultation with the City's Grant Committee, staff applied to the 2021 LRSP Grant Program administered through Caltrans' Division of Local Assistance. The grant awarded by Caltrans will cover up to 90% of the project costs in the amount of \$90,000. The City will match 10% of the project cost (approximately \$10,000) utilizing the Transportation Improvement Fund (Fund 460).

On October 19, 2021¹, Council adopted a resolution to accept and execute a funding agreement with Caltrans for the development of the City's LRSP Project. This project serves as a critical step in the effort to provide safer streets for our community and secure future funding from Caltrans.

DISCUSSION

The Hayward 2040 General Plan addresses seven mandatory elements, which includes Community Safety and Mobility. This can be achieved by ensuring a safe and sustainable transportation system for all motorized and non-motorized users on all public streets in the City. The City adopted the Complete Streets goal to provide streets that balance the diverse needs of all users of the public right-of-way. To do so, staff proposes to develop a Citywide LRSP, which would provide the framework for organizing stakeholders to identify, analyze, and prioritize roadway safety improvements on local roads.

The City's LRSP will utilize a data-driven approach for achieving safer streets. It would provide a framework for organizing stakeholders to identify, analyze, and prioritize roadway safety improvements on local and rural roads. The process of developing a LRSP can be tailored to local protocols, needs, and issues.

Staff posted a Request for Proposals (RFP) on the City's website and sent notification emails to the consultants known to be at the forefront of critical subject areas. The RFP was released on January 18, 2022. Inquiries regarding the RFP were due by noon on January 24, 2022, and proposals were due by February 11, 2022. The City received six proposals from

¹ <https://hayward.legistar.com/LegislationDetail.aspx?ID=5186195&GUID=98601752-F5A0-465E-86BF-C5B0B0E2EE18&Options=&Search=>

Advanced Mobility Group (AMG), DKS Associates, Kimley-Horn, Kittelson & Associates, Inc., (Kittelson), Minagar & Associates, Inc., and TJKM.

A panel of four members, consisting of the City’s Senior Transportation Engineer, Associate Transportation Engineer, Associate Transportation Planner, and Deputy Director of Public Works, independently scored each proposal. The Panel selected the final candidate based on their ability to perform the work; the proposed budget and schedule; and demonstrated relevant experience and ability to communicate and work effectively with the public and staff. The evaluation panel unanimously determined Kittelson to be the most suitable consultant to prepare a LRSP.

Kittelson will assist staff in developing the City’s LRSP, which will follow a process that is tailored to the community’s needs and issues. The initial task will begin with safety data analysis, including stakeholder engagement, and result in the selection of emphasis areas. They will then assist in determining the appropriateness and feasibility of engineering recommendations to local context as part of the LRSP. The final LRSP, including goals, emphasis areas, high-priority locations, improvements, and strategies to implement a roadway safety management process, and to improve local road safety in the City. The plan will also include maps, charts, photos, and graphs to illustrate findings and recommendations. The process will further help staff prioritize future safety improvements on local streets.

Moreover, Kittelson will work with staff to identify and prepare up to two (2) HSIP grant applications for the upcoming HSIP Cycle 11. Kittelson will prepare materials necessary for the applications, including project concepts, cost estimates and maps, and provide all supporting documentation and materials.

ECONOMIC IMPACT

The development of the LRSP will provide a prioritized list of safety improvements and actions that demonstrate a defined need. This will directly lead to more successful funding awards from state and federal grant programs.

The LRSP will increase the pedestrian safety and foster economic vitality by creating dynamic, connected communities with a high quality of life that helps support small business development and increases property values and employment.

FISCAL IMPACT

This item will be funded through the adopted budget for the LRSP project within the Transportation Improvement Fund (Fund 460). The grant funding is provided by Caltrans and will reimburse 90% of the project costs.

Adopted Project Budget	\$100,000
Grant Funding (Reimbursement to Fund)	\$90,000
City Local Match	\$10,000

STRATEGIC ROADMAP

This agenda item supports the Strategic Priority of Preserve, Improve Infrastructure. Specifically, this item relates to the implementation of the following project(s):

Project 2, Part 2c.	Complete Tennyson Road Feasibility Study
Project 2, Part 2e.	D Street Traffic Calming Plan Feasibility Study
Project 4, all Parts	Increase transit options, and ridership
Project 6, all Parts	Develop a micro-mobility policy (eBikes, eScooters)
Project 8, all Parts	Implement the Bike & Ped Master Plan

SUSTAINABILITY FEATURES

The action taken for this agenda report will result in supporting mobility goals established as part of the City's 2040 General Plan, providing for a balanced multi-modal system of transportation facilities and services in the City.

PUBLIC CONTACT

No public contact has been made related to this agenda item. If Council approves this request, staff will begin plan development, which will include public outreach meetings.

NEXT STEPS

If Council approves this request, the City Manager will execute a professional services agreement with Kittelson, and staff will commence the project. Initial plan development steps are tentatively scheduled to be presented to the Council Infrastructure Committee in August 2022.

Prepared by: Dr. Ayeh Khajouei, Associate Transportation Planner
Kathy Garcia, Interim Transportation Manager

Recommended by: Alex Ameri, Director of Public Works

Approved by:



Kelly McAdoo, City Manager